



Housing Authority of the City of Alameda

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IF YOU WISH TO ADDRESS THE COMMISSION:

1. Please file a speaker's slip with the Executive Director, and upon recognition by the Chair, approach the rostrum and state your name; speakers are limited to 3 minutes per item.
2. Lengthy testimony should be submitted in writing and only a summary of pertinent points presented verbally.
3. Applause and demonstrations are prohibited during Housing Commission meetings.
4. Cell phones to be turned off or switched to vibrate.

AGENDA

REGULAR MEETING OF THE HOUSING COMMISSION

DATE & TIME

Tuesday, December 8, 2009, 7:00 p.m.

LOCATION

Independence Plaza Ruth Rambeau Memorial Community Room
703 Atlantic Avenue, Alameda, CA

Welcome to the meeting of the Housing Commission of the City of Alameda. Regular Housing Commission meetings are held on the third Wednesday of each month at Independence Plaza. Cell phones are to be turned off or put on vibrate.

Public Participation

Anyone wishing to address the Commission on agenda items or business introduced by Commissioners may speak for a maximum of three minutes per agenda item when the subject is before the Commission. Please file a speaker's slip with the Executive Director if you wish to address the Housing Commission.

PLEDGE OF ALLEGIANCE

1. **ROLL CALL** - Housing Commission
2. **CONSENT CALENDAR**
 - Consent Calendar items are considered routine and will be approved or accepted by one motion unless a request for removal for discussion or explanation is received from the Housing Commission or a member of the public.
- 2-A. Minutes of the Housing Commission Regular Meeting held October 21, 2009. Staff recommends acceptance.

- 2-B. Draft Minutes of Board of Commissioner Special Meeting held October 20, 2009. This report is for information only.
- 2-C. Budget Variance Report. For information only.
- 2-D. Replacing Admissions and Continued Occupancy Policy for a Managed Housing Policy and Revising the Pet Policy. Staff recommends the Housing Commission:
 - 1. Eliminate the Admissions and Continued Occupancy Policy and replacing it with the Policy for the Management of Housing Authority-Owned Properties; and
 - 2. Adopt the Policy for Pets and Assistive Animals, replacing the Pet Policy for Seniors.
- 2-E. Revising the Administrative Plan Primarily to Clarify Effective Date of New Utility Allowance and when Inspections of Project-based Units will be Conducted. Staff recommends the Housing Commission adopt changes to the Administrative Plan that will clarify the language, and will:
 - 1. Authorize the application of a new utility allowance at an interim reexamination,
 - 2. Allow inspections to be conducted at some sites upon anniversary date of the Housing Assistance Payments contract,
 - 3. Provide for a random sample of annual inspections at project-based properties, and
 - 4. Allow, if HUD approves, the review of Housing Authority applications for project-based voucher assistance by an independent entity.
- 2-F. Quarterly Investment Report. It is recommended that the Housing Commission accept the report on the Housing Authority's investment portfolio as of September 30, 2009.

3. AGENDA

- 3-A. Quarterly Police Report. This report is provided for information only.
- 3-B. Recommend to the Board to Revise the Housing Authority Budget. Staff recommends that the Housing Commission recommend to the Board of Commissioners to adopt a resolution to approve the proposed budget revision.
- 3-C. Audit Report for Fiscal Year Ending June 30, 2009. Staff recommends the Housing Commission recommend the Board of Commissioners accept the audit report for fiscal year ending June 30, 2009.
- 3-D. Recommend Award of Contract for Modernization of 1416 Sherman Street to Bay Cities Construction including the \$13,500 alternative for exterior painting and \$23,800

for contingencies in the amount of \$400,000. Staff recommends the Housing Commission recommend to the Board of Commissioners to:

1. Award the contract to Bay Cities Construction including the \$13,500 alternative for exterior painting, and \$23,800 for contingencies in the amount of \$400,000; and
 2. Authorize the Executive Director to execute the contract.
- 3-E. Award a Contract to Tree Sculpture Group, Inc. for Tree Maintenance Services Starting December 21, 2009, for \$22,190, with an option to renew the contract for a second year in the amount of \$20,580 and a Third Year of \$16,990, Contingent upon Funding and a Good Contractor Performance Evaluation; and Authorize the Executive Director to Execute the Contract.
- 3-F. Award the contract to Bay Cities Construction including the \$15,300 for contingencies in the amount of \$168,300. Staff recommends the Housing Commission recommend to the Board of Commissioners to:
1. Award the contract to Bay Cities Construction including the \$15,300 for contingencies in the amount of \$168,300; and
 2. Authorize the Executive Director to execute the contract.
- 3-G. Updating the Intergovernmental Cooperation Agreement. Staff recommends the Housing Commission adopt a resolution to:
1. Approve a revised Intergovernmental Cooperation Agreement (ICA) with the Housing Authorities Risk Retention Pool, an intergovernmental entity created to provide indemnification against risk of loss; and
 2. Authorize the Executive Director to take the actions outlined in the attached resolution related to the ICA.
- 3-H. Review of Strategic Plan. Staff recommends the Housing Commission review and comment on the existing Mission Statement, and proposed Strategic Plan revisions.
4. ORAL COMMUNICATIONS, Non-Agenda (Public Comment)
5. COMMISSIONER COMMUNICATIONS, (Communications from the Commissioners)
6. ADJOURNMENT

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Note:

- * Materials related to an item on this agenda submitted to the Housing Commission after distribution of the agenda packet are available for public inspection in the Housing Authority of the City of Alameda, 701 Atlantic Avenue, Alameda, CA 94501 during normal business hours.

- * Sign language interpreters will be available on request. Please contact Carol Weaver, Executive Assistant, at 747-4325 voice or 522-8467 TDD at least 72 hours before the meeting to request an interpreter.
- * Accessible seating for persons with disabilities (including those using wheelchairs) is available.
- * Minutes of the meeting are available in large print.
- * Audiotapes of the meeting are available on request.
- * Please contact Carol Weaver at 747-4325 voice or 522-8467 TDD at least 72 hours prior to the meeting to request agenda materials in an alternative format, or any other reasonable accommodation that may be necessary to participate in and enjoy the benefits of the meeting.